

OFFICIAL PROCEEDINGS OF THE HOUSING COMMISSION OF THE CITY OF LANSING

Proceedings, January 7, 1969

The January 7th meeting of the Housing Commission was called to order by President Owen.

ROLL CALL

Present: Commissioners Hagerty, Owen, Patterson, Sliker—4.

Absent: Commissioner Clapp—1.

The Minutes of the previous two meetings were discussed, corrected and approved as corrected.

COMMUNICATIONS

1. Letter received from Representative Pittenger by Commissioner Sliker in answer to an inquiry regarding Public Act #346. Suggested by Representative Pittenger that Mr. Robert McClain of the Department of Social Services (and the Executive Director of the State Housing Authority) be contacted for any further information.

It was suggested that the Director send a letter to Mr. McClain to inquire what services are available to the Housing Commission from the State Housing Authority.

REPORT OF DIRECTORS

1. A meeting was held with the owners of the Capitol Apartments on December 15. Points discussed included the following: Share in vacancy loss, individual electric meters installed by owners, property tax and insurance paid by owners, building brought up to code and major repairs completed by owners, mercury vapor lights and tot lots installed by the owners and a care taker-manager provided.

Rental rates had been stated in a letter from Mr. Graham and later upgraded verbally. It was suggested that the owner be requested to quote the higher rental rates in written form.

2. Discussion of the Directors contact with the Management Office in Chicago regarding additional personnel.

3. Amendment to By-Laws may be needed to cover the change of meeting place when the Housing Office moves.

4. Discussion of the Mayor's State of the City Message. Copies to be sent to the Commission members.

5. A Seminar to be held January 29th at the Civic Center at which Turnkey Housing will be discussed, was brought to the Commissioners' attention. Reservations to be obtained.

6. Bids being opened in Commission office for 2nd Series of Temporary Bonds.

PROJECT REPORT

1. MICH. 58-1 (Leased Housing) 89 units under lease.

2. MICH. 58-2 (Waverly-Grand River) Annual Contributions Contract expected.

3. MICH. 58-3 (Turner Street) Balance of units to be purchased this month.

4. MICH. 58-4 (Acquisition) Lots have been purchased by another builder who will continue on with former plans.

5. MICH. 58-5 (Jolly-Cedar) Developer entered meeting and introduced Mr. Dennis Hougen, an Architect. A preliminary amended proposal was presented to the Commission for their consideration. Amended plot plans were shown for both family and elderly units and discussed.

It was suggested by Mr. Brown, Planning Department, that the Developer leave copies for consideration and study by the Planning Department.

It was moved by Commissioner Hagerty, supported by Commissioner Patterson that tentative approval be given to the amended proposal pending approval by Chicago, etc. Upon roll call, the Ayes and Nays were as follows:

Ayes — Commissioners Hagerty, Owen, Patterson, Sliker—4.

Nays — None.

The President thereupon declared the motion carried.

Mr. Shafer was thanked for his presentation and excused.

6. MICH. 58-10 (S. Washington-Elderly) Amendatory Contract will be before the Commission today. Plans being revised. Will have to be approved by the Building Department.

UNFINISHED BUSINESS

It was suggested by Commissioner Sliker that the Commission Staff take a long-range view of future needs and make concrete plans for those needs for both elderly and family units keeping in mind the time involved in getting projects underway. Preliminary estimated figures for future needs of family and elderly were read to the Commission. More complete data will be available at a later date.

Suggested that the Community Coordinator make a report to the Commission. It was explained by the Director that a report had been written by the Coordinator and that copies would be sent to the Commission members.

NEW BUSINESS

The following resolution was presented.

RESOLUTION NO. 137 RESOLUTION AUTHORIZING EXECUTION OF AMENDMENT TO ANNUAL CONTRIBUTIONS CONTRACT

Whereas, the City of Lansing, Acting By and Through the Lansing Housing Commission (herein called the "Local Authority"), and the United States of America, Housing Assistance Administration (herein called the "Government"), as of the 29th day of February, 1968, entered into a certain Annual Contributions Contract to assist in the development of certain low-rent housing, identified therein as Project Nos. MICH. 58-1, 3, 4, 7, 8, 10; and

Whereas, the Local Authority and the Government desire to modify the terms of said Annual Contributions Contract;

Be It Resolved by the Local Authority as Follows:

Section 1. The Local Authority shall enter into an amendatory agreement with the Government, modifying the terms of the Annual Contributions Contract, and the President of the Lansing Housing Commission is hereby authorized and directed to

execute such amendment in quadruplicate and the City Clerk is authorized and directed to impress and attest the official seal of the City of Lansing on each of such counterpart. The aforesaid amendatory agreement shall be in substantially the following form: (Form was attached)

It was moved by Commissioner Sliker, supported by Commissioner Patterson that the above resolution be adopted.

Upon roll call, the Ayes and Nays were as follows:

Ayes — Commissioners Hagerty, Owen, Patterson, Sliker—4.

Nays — None.

The President thereupon declared the motion carried and the resolution adopted.

Resolution No. 138 was introduced as follows:

RESOLUTION NO. 138

Whereas, the Housing Assistance Administration of Chicago has given approval to the Lansing Housing Commission to establish another job classification, namely a Labor IIB position,

Therefore, Be It Resolved that this Laborer IIB position be established and filled as soon as possible. This action would concur with the actions of the Housing Assistance Administration Office.

It was moved by Commissioner Patterson, supported by Commissioner Hagerty that Resolution No. 138 be approved and upon roll call, the Ayes and Nays were as follows:

Ayes — Commissioners Hagerty, Owen, Patterson, Sliker—4.

Nays — None.

The President thereupon declared the motion carried and the resolution adopted.

The meeting was adjourned.

Respectfully submitted,

MARCEL B. ELLIOTT,
Secretary.

OFFICIAL PROCEEDINGS OF THE HOUSING COMMISSION OF THE CITY OF LANSING

Proceedings, January 21, 1969

The January 21st meeting of the Lansing Housing Commission was called to order by President Owen following the introduction of Mr. Stanley Baker, Project Manager of the Hildebrandt Park Townhouses and Mr. George Jacobs, Maintenance Man at the project.

ROLL CALL

Present: Commissioners Hagerty, Owen, Patterson, Sliker—4.

Absent: Commissioner Clapp—1.

Visitors: Ray Guernsey, Stanley Baker, George Jacobs, Angelo Sablan.

The minutes of the previous meeting were corrected and approved as corrected.

COMMUNICATIONS

1. A copy of a letter to Mr. Shafer from the Planning Department was read and discussed.

2. A letter from the HUD Office in Chicago regarding the Annual Contributions Contract for MICH. 58-2 (Waverly-Grand River) was read and discussed.

3. A letter from the HUD Office in Chicago regarding approval of Insurance for MICH. 58-3 (Hildebrandt Park) was read and discussed.

DIRECTOR'S REPORT

1. It was suggested that various departments (Planning, Housing, Community Renewal, Redevelopment, etc.) combine efforts to prepare the Housing Needs Report.

2. Abbey Court—renewal of lease still to be negotiated.

3. Letter received from the owners of the Capitol Apartments with updated rental figures. Discussion followed on procedures to be followed when proposals are received.

4. Mr. Sablan, Community Services Coordinator, entered the meeting and was introduced to the Commission Members. Mr. Sablan was commended for his fine report

covering the activities and programs being carried out at the LaRoy Froh Project.

Various points in the report were discussed:

1. The necessity of keeping the tenants' identities confidential in the reports.
2. Future plans for the coordinator.
3. The training of the assistant to take over when the coordinator goes to another project and the possible need for a second assistant.

Also discussed was the possible need for a Tenant Relations Person to coordinate all tenant programs.

It was suggested that Mr. Sablan come in again when he makes future reports so that the Commission may discuss the report with him.

5. It was reported that efforts have been made to obtain approval for two new clerical positions from the Chicago Office.

PROJECT REPORTS

1. MICH. 58-1 (Leased Housing)—89 houses under lease. One unit to be considered for approval today.

2. MICH. 58-2 (Waverly-Grand River)—Annual Contributions Contract in process.

3. MICH. 58-3 (Hildebrandt)—Acquisition completed.

4. MICH. 58-4 (Acquisition)—Working with the developer on revised specifications.

5. MICH. 58-5 (Jolly-Cedar)—A preliminary review of proposed prices show revisions and clarifications are needed.

Planning Director and Commission discussed what the future needs for family units and elderly units in the Jolly-Cedar area were. It was stated that it was the Commission's desire and responsibility to get the best project possible for the people and that every effort would be made to do so. The Planning Director informed the Commission and its staff that they would be apprised of negotiations with the Developer as they developed.

6. MICH. 58-6 (Downtown Elderly High Rise)—Rough draft of Memo of Understanding to be sent to the Renewal Assistance Office in Chicago for review before execution.

7. MICH. 58-8 (Scattered Sites) — 66 units purchased. Balance proceeding.

8. MICH. 58-10 (S. Washington Elderly)—Necessary ACC documents returned to Chicago. Execution awaited of same. Construction problems being resolved between the Building Department and the Developer.

A report was given of the sale of the 2nd Series of Temporary Notes for 6 months. Next step is the selection of a Fiscal Agent for the Permanent Bonds.

OLD BUSINESS

1. Discussion of pending move of Housing Office from City Hall to the Poxson Building and the need for an amendment to the By-Laws to cover such a move.

Commission members stated that they have never been officially notified that the Housing Office had to move and requested that the Director get in touch with the proper authority and request such official notice be sent to the Commission. Director also requested to check into the matter of possible rent payments and other financial arrangements.

2. Inquiry made as to what information has been received on home ownership under the Turnkey method. Director had made contact with Chicago two weeks ago.

NEW BUSINESS

The following resolution was introduced and discussed:

RESOLUTION NO. 139

Whereas, the Utility Analysis for Project No. MICH. 58-3 was based upon the Contract Rate "D" available from Consumers Power Company for commercial, institutional, industrial, or governmental housing project use, and

Whereas, the utility combination was based on the approved Utility Analysis, and

Whereas, a contract for rate "D" service has been tendered by us by the Consumers Power Company,

Therefore Be It Now Resolved by the Lansing Housing Commission that its President is hereby authorized and directed to execute on behalf of the Lansing Housing Commission said contract in substantially the form attached.

It was moved by Commissioner Sliker, supported by Commissioner Hagerty that the above resolution be adopted and upon roll call, the ayes and nays were as follows: Ayes—Commissioners Hagerty, Owen, Patterson, Sliker; Nays—none. The President thereupon declared the motion carried and the resolution adopted.

Resolution No. 140 was read and discussed as follows:

RESOLUTION NO. 140

Be It Resolved by the Lansing Housing Commission as follows:

The attached lease between the City of Lansing, acting by and through the Lansing Housing Commission and:

Lowell C. Smith for the property located at 834 E. Kalamazoo—4 bedroom house and garage for one year at \$150.00 per month, is hereby approved and accepted both as to form and substance and the President or Vice-President and Director of the Commission are hereby authorized and directed to execute said lease on behalf of the Lansing Housing Commission.

It was moved by Commissioner Patterson, supported by Commissioner Sliker that Resolution No. 140 be adopted and upon roll call, the ayes and nays were as follows: Ayes—Commissioners Hagerty, Owen, Patterson, Sliker; Nays—none. The President thereupon declared the motion carried and the resolution adopted.

The possibility of private enterprise managing leased property was discussed. It was suggested that the staff check into arrangements made by the St. Vincent DePaul Society and that various management concerns be contacted before any decisions were made.

The meeting was adjourned.

Respectfully submitted,

MARCEL B. ELLIOTT,
Secretary.

OFFICIAL PROCEEDINGS OF THE HOUSING COMMISSION OF THE CITY OF LANSING

Special Meeting, February 11, 1969

A Special Meeting of the Housing Commission was called by the sending of the following letter to each Commission member.

"This is to inform you that I have called a Special Meeting of the Lansing Housing Commission to be held on Tuesday, February 11, 1969, at 1:30 P.M. E.S.T. in the 4th Floor Conference Room, City Hall, Lansing, Michigan. This notice is provided in accordance with Article III, Section 3, of the By-Laws of the Lansing Housing Commission.

The purpose of this Special Meeting is as follows:

1. Consideration of proposed move to the Poxson Building.
2. Consideration of 2 additional Clerical positions.
3. Consideration of Annual Contributions Contract for MICH. 58-2 (Waverly-Grand River)

Your attendance will be appreciated.

NOLAN OWEN, President
Lansing Housing Commission.

The meeting was called to order by President Owen.

ROLL CALL

Present: Commissioners Clapp, Hagerty, Owen, Patterson, Sliker—5.

Absent: None.

The Minutes of the previous meeting were corrected and approved as corrected.

Since a quorum of Commission Members is present, any business brought before the Commission may be discussed.

Discussion followed on the following matters:

1. Management of Scattered Sites—Chicago feels that only families who are able to manage themselves and need little supervision should be placed in Scattered Sites and have therefore provided no Manager for this project. At present the Project Managers at LaRoy Froh and Hilde-

brandt Park have divided the Scattered Sites geographically. Commission members felt that this was too many units to manage properly, and the Director stated that efforts are being made to secure another manager.

2. Discussion of home visitations—purpose, need, how handled, etc. It was felt that inspections should not infringe on the privacy of the tenants. Also stressed was the responsibility of the tenants learning to care and be responsible for themselves.

3. Discussion of the death of Mr. Stanley Baker (Project Manager for Hildebrandt Park) and the hiring of Mr. Charles Gallagher to fill the position.

4. A review of the developments regarding in the Capitol Apartments was given by the Director for Commissioner Clapp, who has been out of town.

Mr. Collins Thornton, the Mayor's Executive assistant, entered and was introduced to the Commission Members. He explained the background leading up to the Housing Office's proposed move—stating that the former Director had originally planned to move the Housing Office into one of the projects, City Hall was filled to capacity, and the Housing Office needed more room. He explained that the Poxson Building was being bought by the Parking System through the sale of bonds—and that all revenue was paid back into the Parking System to pay off the bonds, thereby there was a necessity for all departments occupying the Poxson Building to pay rent. He suggested that the Commission could investigate the possibility of Federal money for rent. It was stated that payment of rent can be a normal part of the Housing Commission function, but the money must be budgeted ahead of the fiscal year, which does not start until July. After discussion, it was decided that when the rental figure is known, the staff will follow through on the matter.

Mr. Thornton was excused from the meeting.

It was moved by Commissioner Patterson, supported by Commissioner Sliker that the following resolution be approved:

RESOLUTION NO. 144

Whereas, The City Council has by a resolution adopted on November 12, 1968, indicated that the Housing Commission offices shall be moved to the Poxson Building in order to best utilize available space, and

Whereas, the Lansing Housing Commission is of the opinion that its staff will function more effectively and efficiently with the proposed new quarters, therefore

Be It Now Resolved by the Lansing Housing Commission that Article I, Section 2, of the By-Laws of the Lansing Housing Commission shall be, and is hereby, amended to read as follows:

"Section 2—Offices of the Commission,

The offices of the Commission shall be at the Poxson Building, 206 East Michigan Avenue in The City of Lansing, Michigan, but the Commission may hold its meetings at such other place or places as it may from time to time designate by resolution."

Upon roll call, the Ayes and Nays were as follows: Ayes—Commissioners Clapp, Hagerty, Owen, Patterson, Sliker; Nays—None. The President thereupon declared the motion carried and the resolution adopted.

The Housing Needs Report was discussed—who will write it, will it be ready with the necessary information needed for the proposed re-application for housing unit reservations.

It was suggested that the Staff consider the possibility of pooling the technical knowledge and skills of other departments to supplement the Housing Staff in preparing the Housing Needs Report.

It was moved by Commissioner Clapp, supported by Commissioner Patterson that the following resolution be approved.

RESOLUTION NO. 141

Be It Resolved by the Lansing Housing Commission as follows:

The attached lease between the City of Lansing, acting by and through the Lansing Housing Commission, and:

Mr. William Schoenbachler for the properties located at 508 South Pine, five bedroom house at \$155.00 per month for one year, and

510 South Pine, a three bedroom house at \$135.00 per month for one year,

are hereby approved and accepted both as to form and substance and the President or Vice President and Director of the Commission are hereby authorized and directed to execute said lease on behalf of the Lansing Housing Commission.

Upon roll call, the Ayes and Nays were as follows: Ayes—Commissioners Clapp, Hagerty, Owen, Patterson, Sliker; Nays—None. The President thereupon declared the motion carried and the resolution adopted.

RESOLUTION NO. 142

RESOLUTION AUTHORIZING
EXECUTION OF AMENDMENT TO
ANNUAL CONTRIBUTIONS CONTRACT

Whereas, the City of Lansing, acting by and through the Lansing Housing Commission (herein called the "Local Authority"), and the United States of America, Housing Assistance Administration (herein called the "Government"), as of the 29th day of February, 1968, entered into a certain Annual Contributions Contract to assist in the development of certain low-rent housing, identified therein as Project Nos. MICH. 58-1, 2, 3, 4, 7, 8, 10; and

Whereas, the Local Authority and the Government desire to modify the terms of said Annual Contributions Contract;

Be It Resolved by the Local Authority as follows:

Section 1. The Local Authority shall enter into an amendatory agreement with the Government, modifying the terms of the Annual Contributions Contract, and the President of the Lansing Housing Commission is hereby authorized and directed to execute such amendment in quadruplicate and the City Clerk is authorized and directed to impress and attest the official seal of the City of Lansing on each such counterpart. The aforesaid amendatory agreement shall be in substantially the following form: (Exhibit A was attached)

RESOLUTION NO. 143

Whereas, Mr Lee Dixon of the Housing Financial Management Division of the Housing Assistance Office has advised that the handling of cash receipts should be the responsibility of more than one staff person for internal control purposes, and

Whereas, the Management Section of the Housing Assistance Office has approved the establishing of the position Clerk II B for this purpose, and

Whereas, the Management Section of the Housing Assistance Office has also approved the establishment of an additional Clerk II position for the purposes of a receptionist and related clerical duties, therefore

Be It Now Resolved by the Lansing Housing Commission that the City Council, be and is hereby, requested to establish one Clerk II position and one Clerk II B position for additional Housing Commission personnel, and that the Personnel Director be directed to seek applicants for the same.

It was moved by Commissioner Hagerty, supported by Commissioner Sliker that resolution No. 143 be approved and upon roll call, the Ayes and Nays were as follows: Ayes — Commissioners Clapp, Hagerty, Owen, Patterson, Sliker; Nays—None. The President thereupon declared the motion carried and the resolution adopted.

The Commission members were requested to keep an open date on February 26 for a meeting for the opening of bids for permanent bonds.

Commissioners requested information about potential developers and the lack of Program Reservations for units to be built.

The Director stated that he had been in conversation with the HUD Office in Chi-

cago where the possibility of additional Program Reservations being obtained was discussed. Necessary paper work for the above will be handled by the staff.

It was mentioned that in the future developers will be obtained through advertisement for specific needs.

Commission member stated that in the future scattered sites would be more desirable in his estimation.

Possible site for an elderly high-rise was discussed.

Respectfully submitted,

MARCEL B. ELLIOTT,
Secretary.

OFFICIAL PROCEEDINGS OF THE PARK BOARD OF THE CITY OF LANSING

Proceedings, February 12, 1969

The meeting was called to order by President Justin G. English.

Present: English, DesRochers, Carter, Kowalski, McFall, Powers—6.

Absent: Hews, Sherry—2.

Councilman Roger May was also present.

Minutes for the meeting held January 8, 1969 were approved as written.

A Mr. and Mrs. Conrad appeared to request the consideration of the Park Board to sponsor a Competitive Swimming Program in Lansing.

Referred to staff.

Dwight Hazlett was present and spoke relative to Exploring Programs for Boy Scouts and requested the Park Board's consideration in sponsoring an Explorer Post in the field of Veterinary Medicine.

Referred to staff.

COMMUNICATIONS

Copy of a letter from City Council submitted by Larry Beckon, President of the Pleasant Grove Recreation Council, with a

check to be used for the construction of a basketball court on property located on Christiansen Road and the purchase of playground equipment for the Pleasant View Park.

Placed on file.

Letter from Mrs. Patricia Stempel, Secretary of the Wainwright P.T.A. relative to a sidewalk being provided across property owned by the City and the Board of Education.

Referred to staff.

Communication from City Council relative to the dedication of Viking Street as a public street.

Placed on file.

Communication from City Council concerning the purchase of a parcel of property described as the West 40 ft of the South 2/3's of Lot 25 White's Sub. of Lots 1 & 4, Blk 1 & Lots 1, 2 and 4, Blk. 11 of Claypool's Sub.

Placed on file.

By Commissioner Sheathelm—

I move that, in the event the hearing is not held within the stipulated ten day period, the suspension shall be extended indefinitely.

Supported by Commissioner Rathbun.

Carried unanimously.

By Commissioner Rathbun—

Commissioners Hill, Kauffman and Rathbun will be absent from the City during the same period of time. I recommend we appoint the remaining five members of the

Board as an Executive Committee, with Commissioner Canady as Chairman, during this period.

Supported by Commissioner Hill.

Carried unanimously.

Chairman Kauffman stated the alternate Personnel Committee date for the hearing will be April 1, 1969, at 7:00 P.M.

The Board adjourned at 4:55 P.M.

WILLIAM R. GREW,
Secretary.

OFFICIAL PROCEEDINGS OF THE HOUSING COMMISSION OF THE CITY OF LANSING

Proceedings, February 19, 1969

The February 19th meeting of the Lansing Housing Commission was called to order by President Owen.

ROLL CALL

Present: Commissioners Clapp, Hagerty, Owen, Sliker—4.

Absent: Commissioner Patterson—1.

The Minutes of the previous meeting were approved as printed.

DIRECTOR'S REPORT

1. Conference in Chicago concerning Appraisal prices of Mich. 58-10 attended by Assistant Director.

2. Report of visits from Federal Representatives who are reviewing and revising accounting procedures.

Explanation of new procedures and methods of consolidating all project accounts given by Accountant. Accountant has been instructed to employ a C.P.A. to assist in the reconstruction of ledgers and bring them more in line with revised Federal procedures.

Concern about added work load was expressed by Commissioners. After books have been set up, an evaluation will be made to see what, if any, mechanical help

is needed. Compensation for extra time agreed to by Chicago.

Concern was also expressed about breaking even on projects and what happens if rents do not cover costs of projects. Explanation was given of how the Annual Contributions Contract works.

3. Project Manager Charles Gallagher was introduced to the Commissioners. Question asked regarding possibility of Head Start at Hildebrandt.

PROJECT REPORTS

1. Mich. 58-1 (Leased Housing)—92 units under lease.

2. Mich. 58-3 (Turner Street)—74 units occupied.

3. Mich. 58-4 (Acquisition)—Two units being framed in. Bank would like a weekly report on adherence to specifications.

4. Mich. 58-5 (Jolly Cedar)—Planning Staff member reported that developer would probably have to apply for rezoning since a part of the property is up for Commercial zoning. It was suggested by Commissioners that a letter be sent to the developer expressing the Commission's concern about the future of the Program Reservations being held for this project.

The following subjects were discussed:

1. The new procedure (Advertisement for Developers) to be followed in future Turnkey Projects.

2. The need for a Format to be developed setting down site, landscape, building standards expected. Suggested that departments be consulted regarding their particular standards.

3. The need for a decision being made as to the type of units the Commission will ask for in the future—single units in groups, duplex, scattered units, or projects.

The desirability of single and scattered units that can be purchased at a later date (when funds for that particular program are available) was expressed. It was suggested that the Director contact other Housing Directors for information they may have about future home ownership and new programs they are involved in.

Also suggested that the Chicago Office be contacted and a request made for a representative from their Leased and Management Sections to meet with the Commission and that the Director of the State Housing Authority be invited to attend such a meeting.

The advisability of keeping account of the number of units being built under the FHA 236 program was discussed.

The following resolution was introduced and discussed:

Resolution No. 145

RESOLUTION AUTHORIZING THE EXECUTION OF A FISCAL AGENT AGREEMENT

Whereas, the City of Lansing, acting by and through the Lansing Housing Commission (herein called the "Local Authority") proposes to issue and deliver its Bonds and Notes to aid in financing the projects from time to time provided for under the terms of the Annual Contribution Contract with the Public Housing Administration (herein called the "PHA") dated February 29, 1968; and

Whereas, to secure the PHA and the holder or holders of the Bonds and Notes, the Local Authority desires to enter into a Fiscal Agent Agreement with the American Bank and Trust Company, Lansing, Michigan;

Be It Resolved by the Local Authority as follows:

The Fiscal Agent Agreement hereinafter set forth is hereby approved and accepted, both as to form and substance, and the President of the Lansing Housing Commission is hereby authorized and directed to execute said Fiscal Agent Agreement on behalf of the Local Authority with the American Bank and Trust Company, Lan-

sing, Michigan, and the City Clerk is hereby authorized and directed to impress and attest the official seal of the City thereon. The Agreement may be executed in several counterparts, each of which shall be deemed to be an original, and such counterparts shall constitute one and the same instrument.

The Fiscal Agent Agreement shall be in substantially the following form: (Fiscal Agent Agreement was attached.)

A motion was made by Commissioner Clapp, supported by Commissioner Sliker, that the above resolution be adopted and upon roll call, the Ayes and Nays were as follows:

Ayes: Commissioners Clapp, Hagerty, Owen, Sliker—4.

Nays: None.

The President thereupon declared the motion carried and the resolution adopted.

Resolution No. 146

AUTHORIZATION OF EXECUTION OF MEMORANDUM OF UNDERSTANDING

Whereas, the Lansing Housing Commission desires to provide approximately one hundred (100) units of low-rent federally-assisted housing designed specifically for occupancy by the elderly citizens of the City of Lansing at a site designated as Parcels 2a and 3 in Urban Renewal Project No. Mich. R-87, and

Whereas, the Turnkey method of producing low-rent federally-assisted housing has proven to be the most expeditious method of obtaining such housing, and

Whereas, it is essential that the Lansing Housing Commission and the Urban Redevelopment Board have a mutual understanding of the actions to be taken by each in the course of the development of these dwelling units, and

Whereas, the Lansing Housing Commission desires to cooperate with the Urban Redevelopment Board to the fullest extent possible to promote the development of these units, therefore

Be It Resolved by the Lansing Housing Commission as follows:

The President of the Lansing Housing Commission is hereby authorized and directed to execute on behalf of the Commission the "Memorandum of Understanding" in substantially the form attached, and

Be It Further Resolved, that the City Council of the City of Lansing be and is hereby, requested to adopt a resolution authorizing the development of these proposed units at the proposed Urban Renewal parcels by the Turnkey method of producing low-rent housing.

A motion was made by Commissioner Hagerty, supported by Commissioner Clapp, that the above resolution be approved and upon roll call, the Ayes and Nays were as follows:

Ayes: Commissioners Clapp, Hagerty, Owen, Sliker—4.

Nays: None.

The President thereupon declared the motion carried and the resolution adopted.

The following resolution was introduced and discussed:

Resolution No. 147

Whereas, Mary Manos of the Associated General Council of the General Program Services, Housing Assistance Administration Office, Chicago, Illinois, ordered Ronald Stonehouse to hand deliver to New York a replacement of an incorrect Temporary Loan Note (No. 91), and

Whereas, the note had to be delivered in time for a Bond sale for Temporary Notes on February 4, 1968, and

Whereas, the travel policy of the Lansing Housing Commission requires that

travel outside of trips to Chicago must be authorized by the Commission, and

Whereas, the trip to New York was expedient to carry out the business of the Housing Office in the most expeditious manner,

Be It Hereby Resolved, that Mr. Ronald Stonehouse's travel be authorized retroactively and approved for the above-mentioned trip to New York.

It was moved by Commissioner Sliker, supported by Commissioner Hagerty, that the above resolution be approved, and upon roll call, the Ayes and Nays were as follows:

Ayes: Commissioners Clapp, Hagerty, Owen, Sliker—4.

Nays: None.

The President thereupon declared the motion carried and the resolution adopted.

The meeting was adjourned.

Respectfully submitted,

MARCEL B. ELLIOTT,
Secretary.

OFFICIAL PROCEEDINGS OF THE BOARD OF APPEALS OF THE CITY OF LANSING

Proceedings, February 13, 1969

February 13, 1969

Meeting was called to order by Vice-Chairman Reynaldo Rendon, at 7:40 p.m. in Court Room 1, 6th Floor City Hall.

Present: Gaus, Keep, Jones, Kelley, McComb, Rendon—6.

Absent: Houck, Wendrow—2.

No. 1725

Thomas G. Crofts was present on behalf of this appeal to erect a bedroom addition to the existing dwelling which will reduce the required front yard from twenty feet upon the premises known as 831 and 833 Fayette Street. This is contrary to Section 36-45 (4) of the Zoning Ordinance in to fourteen feet, a reduction of six feet

the following particulars: Section 36-45 (4) requires a front yard of twenty feet.

Mr. Crofts stated that he desired the bedroom addition for health conditions and privacy plus resale value. The present building provides also bedroom only.

Mr. Crofts provided the Board with additional plans.

Motion by McComb, supported by Keep, to grant this appeal under Section 36-12 (6) of the Zoning Code.

The Board found based on testimony and evidence that the irregular shape of the lot did impose an unusual practical difficulty when attempting to carry out development as proposed. The Board does not believe the change will seriously affect any adjoining property or the general wel-

OFFICIAL PROCEEDINGS OF THE HOUSING COMMISSION OF THE CITY OF LANSING

Proceedings, March 4, 1969

The March 4th meeting of the Housing Commission was called to order by President Owen.

7. Letter sent to Department of Social Services about rental amounts.

ROLL CALL

Present: Commissioners Clapp, Hagerty, Owen, Patterson, Sliker—5.

Absent: None.

Visitors: Mrs. Erma Rolland, Mrs. Minnie Scott, Mr. Tom Ackire, Mr. Nathan Shafer, Mr. Harold Mungo, Mr. Ernest Boone, Mr. Ed Brown.

The Minutes of the previous meeting were approved as printed.

COMMUNICATIONS

1. Letter to Housing Assistance Office in Chicago asking for approval of electric ranges for the elderly highrise (MICH. 58-10). Approval received.
2. Letter from Housing Assistance Office approving Contract of Sale for MICH. 58-10.

DIRECTOR'S REPORT

1. Representative coming from Housing Assistance Office to discuss new ideas. Market Analyst to analyze housing needs and market for housing in Lansing.
2. Letters sent to incumbents with invitation to visit Housing Office.
3. State Housing Authority Director, Mr. McClain to be with Commission at the March 18th meeting.
4. Letter sent to C.R.P. regarding Comprehensive Housing Needs Report.
5. Call made to Housing Assistance Office representative regarding future home ownership program.
6. Community Services Coordinator requested to attend Social Service Workshop in Chicago.

PROJECT REPORTS

1. MICH. 58-1 (Leased) 92 units under lease.
2. MICH. 58-2 (Waverly-Grand River) Resolution regarding Contract of Sale up for consideration today.
3. MICH. 58-3 (Turner Street)—77 units filled.
4. MICH. 58-6 (Downtown Elderly Highrise) Talked to representative in Chicago Urban Renewal Office. Working with Urban Renewal Department representative to get all matters together.
5. MICH. 58-8 (Scattered Sites)—86 units purchased to date.
6. MICH. 58-10 (South Washington Highrise)—Contract of Sale executed. Type of brick displayed and discussed.

Discussion of sale of Permanent Bonds. Awarded to The Ohio Company.

Mrs. Erma Rolland and Mrs. Minnie Scott were introduced to the Commission Members. The following matters were presented and discussed:

1. Location of projects and tenant choice in assignment to units.
2. Need of laundry facilities.
3. Lack of communication between tenants and Commission.
4. Washable paint on walls.
5. Sound insulation between units.
6. Dumpsters.
7. Inspection of units.

After lengthy discussion and questioning, it was felt by Commission members that

these matters should first be brought before the Tenants Council by the tenants, taken to the Project Manager, the Housing Office and then all unresolved problems should be brought before the Commission. It was advised that a representative should be appointed from the Resident's Council to attend Commission Meetings.

The developer for MICH. 58-5 (Jolly Cedar) was presented to the Commission. A review of the background of this proposed project was given by the Director, —how the project was proposed more than two years ago, held up in court, etc. On January 10th the developer brought in an amended proposal of 141 elderly and 90 units of family units to which the Commission gave tentative approval pending the approval of both Planning, the Commission and the Chicago Office.

The amended proposal was felt to be more of a revision than an amendment by the Planning Staff because the land usage and distribution of units was changed (some land in the original proposal is now being considered for Commercial Rezoning) and would have to go before the Zoning Board again.

A lengthy discussion followed on the above.

A telephone call from a Mrs. Albert Parrish, a member of the Committee for Individual Homes was reported and discussed. A motion was made by Commissioner Clapp and supported by Commissioner Patterson, that the staff be directed to reply in the negative to Mrs. Parrish on her request to inspect occupied dwelling units, for the following reasons:

1. The leasing agreements between the Commission and its tenants provide the tenant with the right to the quiet enjoyment and privacy of their dwelling units in return for the rental paid by the tenants.
2. The advice of the Legal Section of the Housing Assistance Administration of the Department of Housing and Urban Development is that an individual taxpayer does have an interest in low-rent housing units, but not to the extent that would permit this type of infringement on the rights of the tenants to occupy the premises.
3. Section 5.3022, Michigan Statutes Annotated, reads, in part, as follows: "The Commission shall have complete control of the entire housing project or projects including the construction, maintenance, and operation as fully and completely as if said Commission represented private owners."

It is our interpretation that the Commission has been delegated the complete control of the projects and therefore has the right and duty to protect the right of privacy of the tenants occupying these dwelling units.

Upon roll call, the Ayes and Nays were as follows: Ayes—Commissioners Clapp, Hagerty, Owen, Patterson, Sliker; Nays—None. The President thereupon declared the motion carried. The staff was instructed to prepare a formal resolution, for the next Commission Meeting, outlining their policy on questions of this nature.

The following resolution was introduced and discussed:

**RESOLUTION NO. 148
RESOLUTION AUTHORIZING AND
DIRECTING SUBMISSION OF
APPLICATION FOR LOW-RENT
HOUSING PROGRAM**

WHEREAS, the Lansing Housing Commission has found and hereby determines that there is a need for low-rent housing to meet needs not being adequately met by private enterprise within its area of operation;

NOW, THEREFORE, BE IT RESOLVED BY THE MEMBERS OF THE LANSING HOUSING COMMISSION AS FOLLOWS:

The Secretary shall cause to be prepared and the President shall sign and send to the United States of America an application for financial assistance for

- (1) 300 dwelling units of low-rent public housing to be provided by new construction, or by acquisition, or by acquisition and rehabilitation of existing housing and for a preliminary loan in the amount of \$120,000.00.
- (2) 50 dwelling units to be provided by leasing privately owned housing under Section 23 of the United States Housing Act of 1937, as amended.

It was suggested that a cover letter should be sent stating that the Commission is applying for these reservations because they are available now, but does not mean and should not be interpreted to mean that these are all the units that are needed.

It was moved by Commissioner Sliker, supported by Commissioner Clapp that the above Resolution be adopted with this cover letter and upon roll call, the Ayes and Nays were as follows:

Ayes: Commissioners Clapp, Hagerty, Owen, Patterson, Sliker—5.

Nays: None.

The President thereupon declared the motion carried and the resolution adopted.

The following resolution was introduced and discussed:

RESOLUTION NO. 149

WHEREAS, the Lansing Housing Commission has received direction from the Chicago Housing Assistance Office of the

Department of Housing and Urban Development of the United States Government to prepare a Contract of Sale for Project No. MICH. 58-2, and

WHEREAS, the City of Lansing, acting by and through the Lansing Housing Commission has previously entered into Amended Agreement No. 4 to the Consolidated Annual Contributions Contract to provide the necessary funds for Project No. MICH. 58-2, and

WHEREAS, the Contract of Sale is not a valid and binding contract until it is executed by the Assistant Regional Administrator for Housing Assistance, and

WHEREAS, the Lansing Housing Commission desires to expedite the paperwork necessary to be completed before this project can get under construction,

THEREFORE BE IT RESOLVED that the President or Vice President of the Lansing Housing Commission is hereby authorized and directed to execute a Contract of Sale on behalf of the Commission for the above-mentioned project.

It was moved by Commissioner Hagerty, supported by Commissioner Patterson that the above resolution be adopted and upon roll call, the Ayes and Nays were as follows:

Ayes: Commissioners Clapp, Hagerty, Owen, Patterson, Sliker—5.

Nays: None.

The President thereupon declared the motion carried and the resolution adopted.

RESOLUTION NO. 150

WHEREAS, the Lansing Housing Commission has been considering a proposal submitted by Nathan Shafer for the construction of up to one hundred (100) family dwelling units and one hundred fifty (150) elderly dwelling units at a site located just west of the intersection of Jolly Road and South Cedar Street, and

WHEREAS, this proposal has been pending before the Commission for more than two years, and

WHEREAS, Nathan Shafer has recently submitted a revised proposal and has also requested an amendment to his previously obtained zoning that is tantamount to a new rezoning petition, and

WHEREAS, while these proposals have been pending, the Commission has entered into a contract for the construction of one hundred eighty-eight (188) dwelling units designed specifically for occupancy by the elderly at a site located in the 3100 block of South Washington Avenue, known as Project No. MICH. 58-10, and

WHEREAS, the Program Reservation of the Lansing Housing Commission has been tied up by the consideration of the proposals of Nathan Shafer, and

WHEREAS, the City Council of the City of Lansing, Michigan has indicated that an appeal will be made to the U.S. Court of Appeals for the reversal of the latest court decision regarding this proposed project, thereby creating the possibility of additional prolonged delays,

THEREFORE, BE IT NOW RESOLVED BY THE LANSING HOUSING COMMISSION AS FOLLOWS:

1. It is hereby determined by the Lansing Housing Commission that the dwelling by the elderly now under construction, units designed specifically for occupancy together with those in the advanced planning stages, are compatible with our existing Program Reservation, and
2. The Director of the Lansing Housing Commission is hereby authorized and directed to inform Nathan Shafer that his proposal for the construction of elderly units at the Jolly-Cedar location is not acceptable to this Commission and that the Commission will consider only that part of his amended proposal regarding the construction of up to one hundred (100) dwelling units for family occupancy at that site.

It was moved by Commissioner Sliker, supported by Commissioner Hagerty that the above resolution be adopted and upon roll call, the Ayes and Nays were as follows:

Ayes: Commissioners Clapp, Hagerty, Owen, Patterson, Sliker—5.

Nays: None.

The President thereupon declared the motion carried and the resolution adopted.

The meeting was adjourned.

Respectfully submitted,

MARCEL B. ELLIOTT,
Secretary.

OFFICIAL PROCEEDINGS OF THE HOUSING COMMISSION OF THE CITY OF LANSING

Proceedings, March 18, 1969

The March 18th meeting of the Housing Commission was called to order by President Owen.

Roll Call:

Present—Commissioners Clapp, Hagerty, Owen, Sliker.

Absent—Commissioner Patterson.

Visitors—Mrs. Anna Jone, Mary Jones, Mrs. Erma Rolland, Mr. Tom Ackire.

Communications:

1. Letter from Residents' Council.
2. Letter from Modern Builders, Flint, Michigan.

Report of Director:

1. Mrs. Zelda Bold, Market Analyst will be coming from the Chicago HUD Office, to discuss Commissioners aims and needs.

2. Report of a builders complaints given at the Council meeting.

3. Discussion of transfer of Project Manager to Elderly High Rise.

4. Discussion of financing of Community Services Coordinator for next year and the future participation of the MSU School of Medicine. It was suggested that perhaps other departments at MSU should become involved in the implementation of this program. Also suggested that efforts be made to expand services to all units.

Project Reports:

1. MICH. 58-1 (Leased Housing) —92 units under lease.

2. MICH. 58-2 (Waverly-Grand River)—Developer's representative is in Chicago to implement Contract of Sale.

3. MICH. 58-3 (Hildebrandt Park)—14 units to be filled. 1 unit being held for Head Start Program.

4. MICH. 58-4 (Acquisition)—4 units roughed in. Project progressing.

5. MICH. 58-5 (Jolly-Cedar)—Letter received from developer indicates that he has withdrawn his Amended Proposal and desires to continue with his original Proposal. After discussion, it was moved by Commissioner Clapp, supported by Commissioner Hagerty as follows: Since Mr. Schafer has withdrawn his Amended Proposal and has indicated that he will continue with his original Proposal, and Resolution No. 150, dated March 4, 1969, applied only to the Amended Proposal, the Lansing Housing Commission will continue to work with the developer on this Project. Upon roll call, the Ayes and Nays were as follows: Ayes—Commissioner Clapp, Hagerty, Owen, Sliker. Nays—None. The President thereupon declared the motion carried.

6. MICH. 58-6 (Downtown Elderly) —Booklet to be written to be handed out to developers. Building and Properties Committee of Council have expressed reservations about land use.

7. MICH. 58-8 (Scattered Sites) — 90 units purchased.

8. MICH. 58-10 (S. Washington Elderly) —Meeting held between Federal Inspector and sub-contractors regarding the Equal Opportunity Clause. All firms with Contracts of more than \$100,000. must submit an Affirmative Action Plan. Construction coming along.

Discussion of Application for additional Reservations. A question was raised concerning the Leased Housing Section of the Application which was written for a specific purpose, which is now in doubt. Application for leased housing reservations—regular or turnkey, must contain bedroom sizes.

New Business:

Introduction of Mrs. Annie Jones and Mary Jones to Commission members. The Director reviewed Mrs. Jones' complaint for the Commission members after which both Mrs. Jones and Mary Jones were heard,

along with Mrs. Rolland, Welfare Rights Organization. After discussion, the Commission referred the problem to the Staff.

Mr. Robert McClain, Director of the State Housing Authority was introduced to the Commission. He discussed various Housing Programs that his office is involved with—most of which the Lansing Housing Commission cannot become involved with without a change in the Charter, State Law or Ordinance. The State Housing Authority deals with many non-profit organizations and provides technical and financial advice and assistance. They also work with private enterprise who are involved in programs to build housing to reach lower and middle income groups. He believes that Michigan needs to coordinate programs and departments involved in providing housing. Discussion followed. Mr. McClain was thanked for taking time out of his busy schedule to attend the meeting, and excused.

The following resolution was introduced and discussed:

RESOLUTION NO. 151

Whereas, the leasing agreements between the Commission and its tenants provide the tenant with the right to the quiet enjoyment and privacy of their dwelling units in return for the rental paid by the tenants and,

Whereas, the advice of the Legal Section of the Housing Assistance Administration of the Department of Housing and Urban Development is that an individual taxpayer does have an interest in low-rent housing units, but not to the extent that would permit this type of infringement on the right of the tenants to occupy the premises and,

Whereas, Section 5.3022, Michigan Statutes Annotated, reads, in part, as follows:

"The Commission shall have complete control of the entire housing project or projects including the construction, maintenance, and operation as fully and completely as if said Commission represented private owners."

Therefore Be It Resolved, by the Lansing Housing Commission that it is this Commission's policy that only authorized representatives be allowed to inspect occupied dwelling units managed by this Commission.

It was moved by Commissioner Hagerty, supported by Commissioner Sliker that Resolution No. 151 be adopted, and upon roll call, the Ayes and Nays were as follows: Ayes—Commissioner Clapp, Hagerty, Owen, Sliker. Nays—None. The President thereupon declared the motion carried and the resolution adopted.

After discussion, a motion was made by Commissioner Sliker, supported by Commissioner Clapp, that the Director, or an appointed representative attend City Council Meetings. Upon roll call, the Ayes and Nays were as follows: Ayes—Commissioner Clapp, Hagerty, Owen, Sliker. Nays—None. Motion carried.

It was suggested that the City Council should be apprised of reasons for the application for future reservations.

Commission members again requested that a member of the Resident's Council be appointed to attend Commission meetings.

Respectfully submitted,

MARCEL B. ELLIOTT,
Secretary.

Commissioner Lawler—

No action is necessary except to accept it.

Commissioner Guyselman—

So moved.

After being supported by Commissioner Brooks, the motion was unanimously approved.

Chief Husby asked that, if we were unsuccessful in purchasing the car belonging to the former Mayor's Executive Assistant, does the department have the approval of the Board to purchase another.

Commissioner Guyselman—

I so move.

Supported by Commissioner Rollis.

Motion carried by unanimous approval.

There being no further business, and upon the motion of Commissioner Lawry, supported by Commissioner Dutzy, the regular meeting was adjourned.

Respectfully submitted,

PEGGY SHANCE,
Administration Secretary.

OFFICIAL PROCEEDINGS OF THE HOUSING COMMISSION OF THE CITY OF LANSING

Proceedings, May 13, 1969

The May 13th meeting of the Housing Commission was called to order by President Owen.

ROLL CALL

Present: Commissioners Clapp, Hagerty, Owen, Patterson, Sliker—5.

Absent: None.

Visitors: Tom Alkart, Vista Worker; Phyllis Meggison, LaRoy Froh Resident's Council; Martha Scott, Hildebrandt Park Resident's Council; Angelo Sablan, Coordinator.

The minutes of the previous meeting were corrected with an addition and approved as corrected.

CORRESPONDANCE

1. Letter from Fire Insurance Company in regards to MICH. 58-3 (Hildebrandt Park). Commission suggested that copy of the letter be sent to the builder (Alco), Mayor and Council and to the Regional Office in Chicago.
2. Letter from Nathan Shafer requesting needed bedroom sizes for MICH. 58-6 (Jolly-Cedar).

DIRECTOR'S REPORT

1. N.A.H.R.O. Conference to be held May 26 to 29, 1969 in Grand Rapids discussed. Permission requested for the attendance of the Director and Assistant Director.

A motion was made by Commissioner Sliker, supported by Commissioner Patterson that the Director, Assistant Director and any Commissioner who desires to, attend the Conference.

Upon roll call, the Ayes and Nays were as follows:

Ayes: Commissioners Clapp, Hagerty, Owen, Patterson, Sliker—5.

Nays: None.

The President declared the motion carried.

2. A report was made of a trip to Grand Rapids to observe the building or manufacturing of Modular Homes. Discussion followed and included questions concerning the advantages and disadvantages (financial and timewise) of such housing, wage rates, quality of construction, approval or disapproval of the HUD Office.
3. A report on the use of units for Head Start was discussed. An agreement is

to be negotiated and will be brought back to the Commission for study and approval.

4. A "Status" report of projects was distributed to the Commission Members and discussed.
5. Maintenance and how handled was discussed. The possibility of "Contracting" maintenance work and the feasibility of such contracting was discussed. It was stipulated that if maintenance (other than minor) should be handled in this manner, there should be advertisement for bids before a decision is made.

MICH. 58-1—(Leased Housing)—91 units under lease.

MICH. 58-2—(Waverly-Grand River)—Meeting held with Contractors and Sub-Contractors regarding their responsibilities under the Civil Rights Act. 3 buildings framed in (Elderly units to be ready first). Meeting held with Board of Water and Light and Telephone Company regarding underground utilities. Public Service contacted regarding extension of sewers on Wilson Avenue.

MICH. 58-4—(Acquisition)—Resolution to approve Appraiser for consideration today.

MICH. 58-5—(Ionia-Seymour Elderly High Rise)—Discussion of present status of the Project. City Council still considering matter. A proposed meeting between Council, Redevelopment Board and Commission has not been scheduled.

The following points were discussed: 1. The objections held by Council and how they could be resolved. 2. Use of private developers, non-profit and limited dividend groups to build units.

A motion was defeated for lack of support that the Commission not pursue the proposed method of Turnkey-Leasing from a private Developer. The Commission felt that a definite decision from the Council should be obtained before making any decisions.

MICH 58-6—(Jolly-Cedar)—Letter sent to developer concerning needed bedroom sizes. After discussion, the Commission requested that Mr. Shafer be contacted and

asked to notify the Commission when we can expect further word from him.

MICH. 58-8—(Scattered Sites)—90 units purchased. Developer to complete unfinished work before more are purchased.

MICH. 58-10—(S. Washington Elderly)—Construction continuing. Meeting held with Building Department regarding Fire Protection System.

Application for additional units submitted to Chicago. Has been reviewed as to form, now to be reviewed as to content.

Maps prepared by C. R. P. showing where Public Housing Applicants live and where Public Housing Units are located were shown and explained by Mr. Al Tubbs, and discussed by the Commission. Several recommendations were given as follows:

1. Applications be taken by an interviewer. Many applicants fail to complete necessary information.
2. Card file and application file should be updated periodically every 3 to 6 months because many of the applicants either move or cannot be located.
3. The purchase and remodeling of some of the homes by some agency.

The Commission asked about the possibility of an overlay map being made showing the location of 221 d3, 235, 236 and other Federally-assisted housing, so that housing concentration can be studied.

Federal funds for a computerized Housing Market Study have been requested by C. R. P. and Planning.

PRESIDENT'S REPORT

Seminar for Planning Officials being held.

UNFINISHED BUSINESS

1. Concern expressed about elderly applicants—what kind of programs are being planned now and in the future, what kind of communication and/or advertisement is being used now and in the future to notify elderly of housing units becoming available.

A motion was made by Commissioner Sliker, supported by Commissioner Hagerty, that the Staff make a report on how they intend to advertise and plan for the elderly. Upon roll call, the ayes and nays were as follows:

Ayes: Commissioners Clapp, Hagerty, Owen, Patterson, Sliker—5.

Nays: None.

The President declared the motion carried.

2. The Homeownership Program was discussed. Homebuyers Program Regulations sent to Chicago have not been returned or approved. Information requested by Commission members on Personnel needed, amounts to be paid to the staff, and type and amount of training for tenants. How training is to be handled should be investigated.

NEW BUSINESS

The following resolution was introduced and discussed:

RESOLUTION NO. 157

BE IT RESOLVED BY THE LANSING HOUSING COMMISSION AS FOLLOWS:

The attached lease between the City of Lansing, acting by and through the Lansing Housing Commission, and:

Mr. Samuel A. Terranova and Mr. Alfred M. Kelley, for the property located at 1219 Victor Avenue, 3 bedroom house at \$140.00 per month for one year.

Is hereby approved and accepted both as to form and substance and the President or Vice President and Director of the Commission are hereby authorized and directed to execute said lease on behalf of the Lansing Housing Commission.

It was moved by Commissioner Patterson, supported by Commissioner Sliker that the above resolution be approved and upon roll call, the Ayes and Nays were as follows:

Ayes: Commissioners Clapp, Hagerty, Owen, Patterson, Sliker—5.

Nays: None.

The President thereupon declared the motion carried and the resolution adopted.

Resolution No. 158 was introduced as follows:

RESOLUTION NO. 158

WHEREAS, proposals have been received

for the appraisal of the completed properties making up Project No. MICH. 58-4, and

WHEREAS, the proposal prices and qualifications of the appraisers submitting proposals have been reviewed, and

WHEREAS, Messrs. Patrick Joyce and Robert Wormington of the Chicago Housing Assistance Office of the Department of Housing and Urban Development have indicated that, in view of the extremely high bids received, only one appraisal per parcel be obtained from the low bidder, and

WHEREAS, the low bid was submitted by Emil Gallas of Gallas Realty Company,

THEREFORE BE IT NOW RESOLVED BY THE LANSING HOUSING COMMISSION, that the proposal of Emil Gallas is hereby accepted, and the Director is hereby authorized and directed to execute said proposal on behalf of the Lansing Housing Commission.

It was moved by Commissioner Clapp, supported by Commissioner Hagerty that the above resolution be approved and upon roll call, the Ayes and Nays were as follows:

Ayes: Commissioners Clapp, Hagerty, Owen, Patterson, Sliker—5.

Nays: None.

The President thereupon declared the motion carried and the resolution adopted.

Representatives from the LaRoy Froh and Hildebrandt Park Tenant Councils were introduced to the Commission Members. They were given the opportunity to air their comments of the Project they represented. Comments and complaints were noted and discussed.

Mr. Tom Alkart, Vista Worker reported antagonism in neighborhoods where scattered sites are and suggested contact by our staff where possible.

The possibility of limiting the Commission meetings to once a month was discussed, both pro and con. Suggested that the Staff think about this matter and report back to the Commission at the next meeting.

Meeting adjourned.

Respectfully submitted,

MARCEL B. ELLIOTT,
Director.

OFFICIAL PROCEEDINGS OF THE HOUSING COMMISSION OF THE CITY OF LANSING

Proceedings, April 15, 1969

The April 15th meeting of the Housing Commission was called to order by President Owen.

ROLL CALL

Present: Commissioners Clapp, Hagerty, Owen, Patterson, Sliker—5.

Absent: None.

Visitors: Mrs. Box, Mrs. Parrish and Mr. Allen.

The minutes of the previous meeting were approved as printed.

CORRESPONDANCE

1. Letter from HAO regarding Child Care Center. A building cannot be financed by HAO. Suggested that mother be trained to take care of children and if found to be financially feasible a unit might be used.
2. Letter from Councilman Perrin.
3. Letter from President Gannon of Community College regarding Elderly Downtown High Rise.
4. Letter from a Senior Citizen regarding the Downtown High Rise. Copies of the letter to be sent to Mayor and Council.
5. Letter from John Kane regarding recent trip of Zelda Bold.
6. Home Buyers Program Regulations being typed to be sent to Chicago for approval.
7. Planning and CRP Staff personnel working on information requested by Market Analyst.
8. Pictures showing the progress of two units being built for MICH. 58-4 (Acquisition) passed around for Commission members to see.
9. Status Report of Projects distributed for study.
10. A review or report was given on the following subjects:

- a. Insurance cost of other Commissions. Chicago Office supplied the figures.
- b. Addendum to procedures. One up for adoption today.
- c. Check was made with City Attorney of the meaning of "Just Cause." "Just Cause" for eviction is outlined in our lease.
- d. Overlay map being prepared showing locations of all Public Housing Units in Lansing.
- e. Procedures being drawn up, and will be presented for approval when completed.

PROJECT REPORTS

MICH. 58-1—(Leased Housing)—92 units under lease. 1 more being rehabilitated. 3 Six (6) bedroom units and 5 four (4) bedroom units needed to complete quota of 100 units.

MICH. 58-2—(Waverly-Grand River)—Contract of Sale executed. Federal Inspector has scheduled a meeting to inform contractors of their responsibilities under the Civil Rights Act.

MICH. 58-4—(Acquisition)—Proposal to Appraisers to be sent out.

MICH. 58-5—(Jolly-Cedar)—No Action.

MICH. 58-6—(Downtown High Rise)—Report handed out for study of two methods of building highrise. Discussion.

MICH. 58-8 (Scattered Sites)—90 units purchased.

MICH. 58-10—(S. Washington High Rise)—Construction continuing. Discussion of Programs which are or should be planned and when elderly should be notified as to availability and eligibility, etc. Discussion also on how the Commission can show the need for elderly units in Lansing. (Market Analysis should show and verify the need.)

Legal papers for application for additional reservations have been received and should be ready for Council approval shortly.

Discussion of lease or agreement with Head Start, expenses involved, etc. Commissioners were in general agreement that as long as Commission is not losing money on the Head Start Program, it should be continued.

PRESIDENT'S REPORT

Discussion of a meeting with Community Services Council in which a tentative proposal was discussed of a 10 week program at Hildebrandt Park using Junior and Senior Social Worker Students to work in many ways under the overall supervision of M.S.U.

Discussion of the Director's meeting with the Human Relations Committee and a subsequent article in the State Journal regarding the location of Scattered Site housing units. The Commission was of the opinion that the Human Relations Director along with the Planning Director, Housing Director and some members of the Commission were taken on a tour to see Scattered Site lots previous to their acceptance and approval was received from same. The Director was requested to contact the Human Relations Director for clarification.

OLD BUSINESS

Discussion of Proposed Budget. 4 points in question brought up and discussed. Explanation given by Assistant Director.

It was stated that the Commission is in favor of Community Agencies sponsoring and being financially responsible for the Tenant Coordinator so that they will be aware of and work with the problems.

There was a discussion of the parking problems on the projects. Suggested that parking regulation signs be posted and that parking spots be marked off for tenant parking. Also suggested that a visitors parking lot be marked.

The following resolution was introduced and discussed:

RESOLUTION NO. 155

WHEREAS, the Lansing Housing Commission by the adoption of Resolution No. 75 on June 13, 1967, did enter into certain agreements with the Michigan Department of State Highways for the management of certain properties located in the path of the I-496 Expressway, and

WHEREAS, the Lansing Housing Commission, by the adoption of Resolution No. 85 on September 19, 1967, did establish a bank account for the handling of funds related to these agreements, and

Whereas, these properties have now all been demolished and all rental activity has ceased, and

WHEREAS, there remains a balance of \$231.51 due and payable to the Michigan Department of State Highways, which amount has been audited by that agency and found to be correct, and

WHEREAS, it is necessary to change the name of the authorized signers and countersigners to reflect the current officers of the Lansing Housing Commission, therefore:

BE IT RESOLVED, that AMERICAN BANK AND TRUST COMPANY be, and it is hereby, designated a depository of this Corporation and that funds so deposited may be withdrawn upon a check, draft, note or order of the Corporation.

BE IT FURTHER RESOLVED, that all checks, drafts, notes or orders drawn against said account be signed by any of the following: Marcel B. Elliott, Director or James G. Schultz, Accountant-Administrative Assistant, and countersigned by any of the following: Nolan Owen, President or Charles J. Patterson, Vice President and that no checks, drafts, notes or orders drawn against said Bank shall be valid unless so signed.

BE IT FURTHER RESOLVED, that said AMERICAN BANK AND TRUST COMPANY is hereby authorized and directed to honor and pay any checks, drafts, notes or orders so drawn, whether such checks, drafts, notes or orders be payable to the order of any such person signing and/or countersigning said checks, drafts, notes or orders, or any of such persons in their individual capacities or not, and whether such checks, drafts, notes or orders are deposited to the individual credit of the person so signing and/or countersigning said checks, drafts, notes or orders, or to the individual credit of any of the other officers or not. This resolution to continue in force until notice to the contrary in writing is duly served on said Bank.

BE IT FURTHER RESOLVED, that a voucher check in the amount of \$231.51 be drawn to the order of the Michigan Department of State Highways, and that said bank account be closed. The transmission of said voucher check shall be considered as the termination of the aforementioned agreements with the Michigan Department of State Highways.

A motion was made by Commissioner Sliker, supported by Commissioner Hagerty that the above resolution be adopted and upon roll call, the Ayes and Nays were as follows:

Ayes: Commissioners Clapp, Hagerty, Owen, Patterson, Sliker—5.

Nays: None.

The President thereupon declared the motion carried and the resolution adopted.

The following resolution was introduced and discussed:

RESOLUTION NO. 156

WHEREAS, the Ingham County Department of Social Services has indicated that the following rental schedule is acceptable and in line with rentals paid elsewhere by their office for their clients, and

WHEREAS, the Lansing Housing Commission is willing to accept the following rental schedule,

THEREFORE, BE IT HEREBY RESOLVED, by the Lansing Housing Commission that its Regulations Establishing Admission Policies, Section III E., entitled "Gross Welfare Rents" be amended to read as follows:

1—BR	\$ 90.00
2—BR	110.00
3—BR	120.00
4—BR	125.00
5—BR	125.00
6—BR	130.00

Commissioner Owen questioned the rental difference between Welfare and regular tenants.

Upon roll call, the ayes and nays were as follows:

Ayes: Commissioners Clapp, Hagerty, Owen, Patterson, Sliker—5.

Nays: None.

The President thereupon declared the motion carried and the resolution adopted.

A report was heard from the Personnel Committee and discussed.

It was decided that a letter would be drafted by the Director, approved by the Commission to be sent to the proper authority in Chicago.

The meeting was adjourned.

Respectfully submitted,

MARCEL B. ELLIOTT,
Secretary.

OFFICIAL PROCEEDINGS OF THE URBAN REDEVELOPMENT BOARD OF THE CITY OF LANSING

Proceedings, April 24, 1969

The meeting was called to order by Chairman Rosa at 7:30 p.m.

ROLL CALL

Present: Mrs. Hager, Messrs. Rosa, Russell, Griffin, Hilley and Reynolds.—6.

Absent: Messrs. Eschbach and Ramey—2.

Guests in attendance: Thomas MacClure, Dean of Special Projects and College Services of LCC; Bruce King, Attorney for Redevelopment Board; Lloyd Moles, The State Journal; Merle Peacock, Arthur Richardson, Sam Clay, Paul Stange, Harold Burnett, Gerald Medler for the Redevelopment Department.

A motion was made by Mr. Russell to approve the minutes of the meeting held March 25, 1969. Supported by Mr. Griffin.

Motion carried unanimously.

REPORT OF COMMITTEE

None.

REPORT OF OFFICERS

None.

REPORT OF DIRECTOR

A. **Eagle Restaurant** — Recently, Mr. James Stajos of the Eagle Restaurant advised the Director that he will be submitting a proposal for redevelopment for the southerly 80 feet of Parcel 12, Prospect No. 1, Mich. R-87. The proposal is expected within the next couple of weeks.

B. **Heath's Jewelry** (Mr. Heldmeyer) Parcel 12—The following letters were submitted with the agenda:

OFFICIAL PROCEEDINGS OF THE HOUSING COMMISSION OF THE CITY OF LANSING

Proceedings, June 10, 1969

The June 10th meeting of the Lansing Housing Commission was called to order by the 2nd Vice President Robert Hagerty.

ROLL CALL

Present: Commissioners Clapp, Hagerty, Sliker—3.

Absent: Commissioners Owen, Patterson,—2.

Visitors: Mrs. Rose Wilty, Mrs. Janet Shreve and Mrs. Patricia Croley from Hildebrandt Park Tenant's Council; Mrs. Judith Alleman from LaRoy Froh Tenant's Council.

The minutes of the previous meeting were approved as printed.

CORRESPONDANCE

None.

DIRECTOR'S REPORT

1. Report given by the Project Manager concerning some of the problems encountered within the Projects.
2. Problem involving a tenant reviewed and discussed.
3. Old Americans Act, Title III reviewed briefly and discussed. To be brought up at the next meeting.
4. A report on Modular Housing Units was distributed to the Commission Members. The report will be discussed by Commission after study.

PROJECT REPORTS

1. MICH. 58-1 (Leased Housing) — 92 units under lease.
2. MICH. 58-2 (Waverly Grand River) — Construction continuing. Meeting scheduled with residents in area.
3. MICH. 58-4 (Acquisition) — Appraisal work continuing. One house has been completed.

4. MICH. 58-5 (Jolly-Cedar) — Letter sent to developer requesting break-down on costs between family and elderly units. Letter written to Production Division in Chicago requesting information concerning which set of rules to follow in the development of this program. Guidelines have changed extensively since the first proposal from this developer was received.
5. MICH. 58-6 (Downtown Elderly High Rise)—Meeting to be scheduled between the Redevelopment Council Committee, the Redevelopment Board and the Commission.
6. MICH. 58-8 (Scattered Sites)—90 units purchased. Landscape work still not completed. Work may have to be completed from funds in the developer's reserve held out for that purpose.
7. MICH. 58-10 (S. Washington Elderly High Rise)—Construction continuing.
8. Report given on HAHRO Conference in Grand Rapids.
9. Updating of Housing Office Books almost completed.

UNFINISHED BUSINESS

Preliminary Site Plan sheet discussed. Suggestions made for changes. Sheet to be revised.

A tentative procedure governing the movement of tenants from one unit to another which was sent to Commission members for study was discussed. Items 2 and 3 were thought to be too lenient and suggestions were made for revision.

Discussion was held regarding the Director's meeting with the Building and Properties Committee on the Council.

Representatives from the Hildebrandt Park and LaRoy Froh Townhouse Tenant's Council were introduced to the Commission. The following points were brought up and discussed:

1. Need for better identification of buildings—numbers at the end of the buildings, etc. Suggestion was made that the Fire and Police Department be sent

a lay-out plan showing where each building is and how numbers are arranged so that they may study same.

2. It was noted by one of the representatives that the washing machine connections in the one bedroom units are located under the sink where they are hard to reach. It was suggested that they be put higher. It was also suggested that clothes poles are needed in the back yard of the one bedroom units since laundry-mats are quite distant.
3. Representatives stated that the speed signs placed at Hildebrandt Park were too high and could not be seen easily by drivers.
4. Need for playground equipment was discussed. The Director stated that confirmation had just been received from the Chicago office with the go-ahead to purchase the needed equipment. It was suggested that the Project Manager discuss the following matters with the parents at the Tenant Council meeting:
 - a. Type of playground equipment they feel their children will play on.
 - b. Placement of playground equipment.
 - c. Type of material used to cover the playground area.
 - d. Availability of area in the back of Hildebrandt Park for a ball field for the older children.
5. Completion of the park behind LaRoy Froh not only for the use of the children in the project, but for the other children

in the neighborhood, requested. Need for this park area was stressed by the representatives from the Tenant's Council. It was stated by a Commission Member that this park was in the Capitol Improvements budget of the Parks Department for completion hopefully sometime this summer.

6. A request for an interpreter was made so that Spanish speaking tenants could and would attend the Tenant's Council meetings. Mr. Sablan, who speaks Spanish, will handle the matter.
7. Mr. Sablan, Services Coordinator asked about the possibility of a bus being obtained to be used for transportation of children for field trips, etc. Director will check into the possibility.
8. Project Manager is consulting with the Board of Water and Light regarding the need for and placement of auxiliary lighting at Hildebrandt. A request was made for additional lighting at the LaRoy Froh Project also. Project Manager asked to see what is needed.

Mr. Ronald Cowan, Relocation Officer brought a problem before the Commission regarding emergency housing for those families who may not qualify. The general consensus of the Commission was that such situations would be handled in the usual administrative manner by the Housing Office.

Respectfully submitted,

MARCEL B. ELLIOTT,
Secretary.

OFFICIAL PROCEEDINGS OF THE URBAN REDEVELOPMENT BOARD OF THE CITY OF LANSING

Proceedings, May 22, 1969

The meeting was called to order by Chairman Rosa at 7:35 p.m.

ROLL CALL

Present: Mrs. Hager, Messrs. Rosa, Russell, Eschbach, Hilley and Reynolds—6.

Absent: Messrs. Griffin and Ramey—2.

Guests in Attendance: Thomas MacClure, Dean of Special Projects and College Services of LCC; Bruce King, At-

torney for Redevelopment Board; Lloyd Moles, The State Journal; Thomas Kubanek, Urban Renewal Planner; Gerald Medler, Harold Burnett, Ray Padgett, Sam Clay and Merle Peacock, Redevelopment Department.

A motion was made by Mrs. Hager to approve the minutes of the meeting held April 24, 1969. Supported by Mr. Russell.

Motion carried unanimously.

Referral from the City Council of letters from Mrs. Kidder, Mr. Rock and Mr. Stage regarding trash pickup.

Referral to the Committee on Waste Disposal.

Referral from the City Council of a letter from Doctor Reisen regarding rat control.

Received and placed on file.

Referral from the City Council of the final plat of Midway Trust.

Motion by Mr. Mosher supported by Mr. Faggion that the plat be approved subject to completion of grade and gravel.

Carried.

Letter from the Human Relations Committee regarding employment survey.

Received and placed on file.

Committee report from the Committee on Buildings and Properties recommending that the Building Division of the Public Service Department be kept in their present location and Councilman May so notified.

Motion by Mr. Hack supported by Mrs. Borgman that the report of the Committee be approved.

Carried.

Mr. Faggion, Chairman of the Waste Disposal Committee called for a meeting of his Committee on July 23, 1969 at 7:00 P.M.

Mr. Corbit, City Engineer, reported on the status of the sewer contracts currently under way.

Mr. Backus reported on departmental activities including the City Hall Plaza, request from Plumbing Board for increased Inspectors pay and I-496 renegotiations.

Motion by Mr. Faggion supported by Mr. Hack that a letter of commendation be sent to Gordon Stafford, Waste Water Plant Superintendent, for the national award recently given him.

Carried.

Meeting adjourned at 8:47 P.M.

Respectfully submitted,

WILLIAM C. WAIDELICH,
Secretary.

OFFICIAL PROCEEDINGS OF THE HOUSING COMMISSION OF THE CITY OF LANSING

Proceedings, June 24, 1969

The June 24th meeting of the Lansing Housing Commission was called to order by Vice President Patterson.

ROLL CALL

Present: Commissioners Clapp, Hagerty, Sliker, Patterson—4.

Absent: Commissioner Owen—1.

Visitor: Dr. Alan Sliker, M.S.U.

The minutes of the previous meeting were approved as printed.

CORRESPONDANCE

1. Correspondance from Manson, Jackson and Kane.
2. Correspondance from Lancen Homes, Inc.
3. Correspondance from Redevelopment Director.
4. Letter from Human Relations Committee.

REPORT OF DIRECTOR

1. General Reports:

- a. One bid received on lettering or numbering of units at LaRoy Froh and Hildebrandt Park.
- b. One bid received for landscaping at LaRoy Froh.
- c. Correspondance regarding the necessity of relocating a tenant from one unit to another which was received from Family Services Agency was read and discussed. The Commission concurred with the Director's recommendation.
- d. Washing Machine connection in one bedroom unit has been corrected at Hildebrandt.
- e. Clothes poles have been erected at Hildebrandt Park.
- f. Speed sign at Hildebrandt has been lowered. No reply from Traffic Director regarding other speed deterrents.
- g. Bids have been let for auxiliary lighting at LaRoy Froh and Hildebrandt. Reply awaited from Board of Water and Light about the use of their poles.
- h. Parks equipment has been ordered.
- i. Bus will not be available for purchase for the summer program of the Services Coordinator.

PROJECT REPORT

1. MICH. 58-1 (Leased Housing)—92 units under lease.
2. MICH. 58-2 (Waverly-Grand River)—Elderly units have been bricked in. Some of the 2 story buildings have been framed in. Sewer has been laid halfway across the area.
3. MICH. 58-4 (Acquisition)—Appraisals in on 5 bedroom units. Will be sent to Chicago for review.
4. MICH. 58-5 (Jolly-Cedar)—Have received cost breakdown from developer. Chicago has been contacted as to which procedure should be followed. The reply from Chicago was to get Preliminary Plans ready and to schedule a conference. Developer has been contacted to set a date.
5. MICH. 58-8 (Scattered Sites)—90 units purchased. Developer has completed landscaping and cement work on 6 or 7 units of previously constructed units.
6. MICH. 58-10 (S. Washington Elderly)—Construction coming along. Some brick

work up. Stairways up. Pouring has begun on second floor.

Bids will be in Thursday for Permanent Insurance on Scattered Sites. Permission requested to select the lowest bidder in order to put the policy or policies into effect on July 1, 1969. It was moved by Commissioner Clapp, supported by Commissioner Sliker, that the Assistant Director be directed to select the lowest bidder for the insurance aforementioned, and put the policy into effect by July 1, 1969 according to the terms of the advertisement. Upon roll call, the Ayes and Nays were as follows:

Ayes: Commissioners Clapp, Hagerty, Patterson, Sliker—4.

Nays: None.

The Vice President declared the motion carried.

The Assistant Director reported that the issuance of Temporary Notes was due again. Resolution necessary for this must be approved by the Mayor and City Council.

Homebuyers Ownership Plan was distributed to the Commission Members. It was the recommendation of the Director that the Homebuyers Plan not be initiated unless further staff is allowed by the Chicago Office.

The possibility of a Grant being obtained was mentioned by Commissioner Sliker. It was suggested that the Director go back to Mrs. Scherrieb in the Chicago Office to obtain further information about the possibility of a Grant and/or further money available. It was also suggested that a Job Description be sent to Lansing Community College and Michigan State University in order to get information about setting up a program.

It was reported by the Assistant Director that Mr. Zarnowski of the Chicago Office suggests that the Lansing Housing Commission make a decision as to which way the Scattered Sites will be handled within the next 90 days.

A question was raised about the advisability of using the names of tenants in reports and letters sent out from the Housing Office. Information should be given out if necessary about matters involving tenants, but not names.

A question was also raised about rent collection methods. Commission Members would like copies of the rent policy.

Dr. Alan Sliker was introduced to the Commission Members and a discussion was held concerning the pro's and con's about Modular Housing in relation to "Stick-Built" housing.

1. Differences in erection time—Modular Home construction time is shorter on the site, but sometimes there is a backlog at the factory or a time lag between order time and actual delivery.
2. Construction differences—Some Modular homes good, some bad. Roof trusts not continuous. Some companies use all drywall or plywood inside with no fire wall.
3. Discussion of glue used for fastening. Some companies use glue plus mechanical fasteners.
4. Discussion of availability of material, possible material shortages, local codes, plumbing and electrical labor and code requirements, material quality, possible union problems, etc. It was determined that proposals would have to be let and certain performance criteria would have to be drawn up before proceeding further.

Dr. Sliker was thanked for taking time out from his busy schedule to attend the meeting.

A letter from the Redevelopment Director was read to the Commission regarding a meeting to be held Wednesday, June 25 at 4:30 P.M. with the Redevelopment Committee of the Council regarding MICH. 58-6 (Ionia-Seymour).

A letter was also read from Lancel Homes, Inc. regarding the possibility of purchasing the land (Ionia-Seymour), building a high-rise and possibly leasing some

of the units back to the Housing Commission for low-income elderly.

Mr. Zimmerman, Redevelopment Director explained the position of his board in regard to the disposition of the Ionia-Seymour parcel. He explained that his Board had recommended that the land at Ionia-Seymour be used for an elderly high-rise through the "Turnkey" method. A discussion was held regarding the various methods that could be used in order to get housing units for low-income elderly on this site.

A letter received from the Chicago Regional Office modifying the Budget, was read and discussed.

A letter asking Chicago for a revision of the Budget to allow enough money to hire an extra Project Manager-aide and an extra Maintenance Man, was corrected and approved.

The Commission was reminded that Election of Officers would be held at the next regular meeting of the Commission.

The meeting was adjourned.

Respectfully submitted,

MARCEL B. ELLIOTT,
Secretary.

OFFICIAL PROCEEDINGS OF THE HUMAN RELATIONS BOARD OF THE CITY OF LANSING

Proceedings, June 12, 1969

The meeting was called to order by Vice Chairman Mr. Lee Dramis at 4:00 p.m.

The prayer was offered by Mr. Hugo Lundberg.

ROLL CALL

Present: Ansley, Cutler, Delapaz, Dramis, Dunning, Kelley, Lundberg, Nichols—8.

Absent: Davenport, Eliasohn, Thomas, Faiver—excused—4.

Visitors: Captain Donald Jackson, Lansing Police Department; Norman Sinclair, State Journal; Ken Little, WJIM T.V.

A motion was made by Mr. Lundberg to accept as printed the minutes of the May 8, 1969 meeting. The motion was seconded by Mrs. Ansley. Supported by the committee.

PETITIONS

There were seven formal and seven informal complaints for the period of May through June, 1969.

OFFICIAL PROCEEDINGS OF THE HOUSING COMMISSION OF THE CITY OF LANSING

Proceedings, October 28, 1969

The October 28th meeting of the Lansing Housing Commission was called to order by President Owen at 1:30 P.M.

ROLL CALL

Present: Commissioners Clapp, Hagerty, Owen, Sliker—4.

Absent: Commissioner Patterson—1.

Staff—Marcel B. Elliott, Ron Stonehouse, Ruth Chastine.

Visitors—Mr. Donovan Dosey, Mr. Jack Griffin, Mr. Ronald Cowan, Mr. Cliff Lawrence—4.

The minutes of the previous meeting were approved as printed.

COMMUNICATIONS

1. Letter from Mr. Nathan Schafer regarding Jolly-Cedar. Read and discussed. It was suggested by President Owen that the correspondence should be answered as soon as possible, and that it should be stressed that we need and desire housing in that location, if possible, but cannot meet some of the requirements or requests stated in his letter—such as guaranteeing to cover his expenses, etc. There was a discussion of legal matters as they now stand and how best to approach the problems. The preference for scattered or single housing units was stressed. The possibility of a combination of 235, 236 (moderate) housing and low-income housing on the site was discussed.

It was suggested that a meeting between Mr. Schafer, the City Attorney and the Planning Director would be requested.

2. Letter from Mr. Oskar Hornbach, regarding the hiring of outside attorney by the Commission. Mr. Hornbach stated that in order for the Commission to do so, they would have to have the approval of the City Council (according to Section 7.7 of the City Charter).

After discussion, Commissioner Sliker suggested that perhaps a meeting between

the Director, President of the Commission and Mr. Hornbach and Councilman Ferguson would be advisable. A commissioner mentioned the talk of a possible revamping of the Legal Staff in the near future.

DIRECTOR'S REPORT

1. Elderly Applications are currently being reviewed. Verifications of incomes are being obtained and tentative assignments for Waverly-Grand River will begin soon.

Tentative acceptance date for South Washington Elderly High Rise is March 1970. Representatives from various organizations who have an interest in elderly will be drawn together and meetings held.

There is a possibility of a voluntary "Family to Family" program formulated to work with both family and elderly tenants at Waverly-Grand River.

2. A report was given of the division of the Commission-owned or leased units into two districts with each district being managed by a Project Manager and an Aide. Also, the hiring of a Maintenance Man who will work in one of the districts.
3. A revised and expanded Procedure for the Collection of Rents and the Eviction of Tenants was discussed. Commissioners were in general approval of the more personal contact of the Project Managers and Aides in dealing with the explanation of delinquent accounts and the personal delivery of the "Seven Day Notices."

PROJECT REPORTS

1. MICH. 58-1 (Leased Housing)—Still 92 units under lease. Assistant Director is working with Mr. Udell and Mr. Hatcher on the proposed leasing program. A copy of the lease proposed is to be sent for review.
2. MICH. 58-2 (Waverly-Grand River) — The completion date for the first units is set back until the middle of November

because of the delay in the Board of Water and Light schedule.

A letter was received from the developer regarding the proposed shopping center. The developer expects construction to begin by next spring. Commissioners expressed their disappointment and disapproval of this delay and stated that they had been operating under the assumption that the shopping center would be ready soon after the units were ready for occupancy. They felt that since the curbing is in and it is known where the road will be, construction should start soon. The Director will write a letter to the developer stating the Commission's concern, the need for all due speed in the completion of this shopping center, etc.

3. MICH. 58-3 (Hildebrandt Park) — 91 units occupied.
4. MICH. 58-4 (Acquisition)—In the process of clearing up problems with Mr. McMahon's unit. Another unit purchased from Tri-Built, Inc.
5. MICH. 58-5 (Jolly-Cedar) — Discussed earlier. Commissioner Sliker reported that she had received a reply to her letter to Judge Fox. Judge Fox stated that he could not give a private opinion on a Federal matter.
6. MICH. 58-6 (Ionia Seymour Elderly)—Going through the review stage of proposals.
7. MICH. 58-8—(Scattered Sites)—Last 10 purchased Friday.
8. MICH. 58-10 (S. Washington Elderly)—Construction continuing.

A report from the Planning Department was read by the Director concerning lots the Planning Department had approved for use by Tri-Built Construction Company. The Director spotted the lots on the map, giving the size of each lot. Commissioners discussed the lots, requested copies of the reports, gave their approval of some and disapproved several located in areas where a number of units had already been built.

After discussion, the Commission stated they were in favor of the use of the Head Start Units for Continuing Education for Adults. It was moved by Commissioner Clapp, supported by Commissioner Sliker that the use of the Head Start Facilities at the Projects owned by the Housing Commission for the purpose of Continuing Education for Adults is approved. Upon roll call, the Ayes and Nays were as follows:

Ayes: Commissioners Clapp, Hagerty, Owen, Sliker—4.

Nays: None.

The President thereupon declared the motion carried.

The School District Office had been contacted regarding their possible interest in a training program for adults in the event the Housing Commission went into a Homebuyers Ownership Program. Mr. Griffin, stated that in a conversation with the Continuing Education Department, it was stated that this sounded like a very good idea, and the School District felt it could go along with a program such as this.

The Homebuyers Ownership Program was discussed very extensively by Commission Members. Commission members were of the opinion that the Homebuyers Ownership Program should be extended to all tenants of Public Housing and eligible tenants picked from among all of the tenants. Eligibility of tenants will be determined under the rules that have to be set up. A selection Committee will be formed from representatives from various organizations who will check applicants and advise the Commission on the eligibility of each applicant.

Commissioner Clapp asked if it were possible to get someone down from Chicago to get a "modus operandi." Commissioner Sliker felt there was little to be gained from such a request and felt that the Commission should make a decision now because of the financing of the project.

The number of units to be used for a Homebuyers Ownership Program was discussed. The Director stated that he felt there were at least 30 to 40 families that he felt could qualify for the program.

After further discussion it was moved by Commissioner Clapp, supported by Commissioner Hagerty that the following Resolution be adopted.

RESOLUTION NO. 172

BE IT HEREBY RESOLVED that the Lansing Housing Commission approve the adoption of a Homebuyers Ownership Program, using 40 scattered site units, which will be set aside for that purpose.

Upon roll call, the Ayes and Nays were as follows:

Ayes: Commissioners Clapp, Hagerty, Owen, Sliker—4.

Nays: None.

The President thereupon declared the motion carried and the resolution adopted.

Mr. Ronald Cowan, Relocation Officer, discussed a report compiled by his office and reported on the relocation of families from the Capitol Complex area. Wage verifications are being sent for and received and most relocatees have been tentatively assigned (those interested in moving into public housing).

Commission members felt that the newly purchased scattered site units should be withdrawn from Capitol Complex use and held for the Homebuyers Ownership Program. Units will be available at the Waverly-Grand River Project for relocation purposes. Mr. Cowan stated that this would make it necessary to make some re-assignments, but this could be done. He expressed concern that the units may not be ready for occupancy by December 1, 1969.

A Mrs. Neto, East Side Action Center spoke to the Commission about a family living in condemned housing, just outside the City limits. She spoke of the families independence and their attempt to "make do" with what they have, the bad condition of their house, and their need for help in obtaining housing. Some commissioners felt that the fact that the family lived in an area with a flexible boundary line and the fact that the family was being forced to move because of government action might give them reason enough for consideration. A motion was made by Commissioner Sliker, supported by Commissioner Hagerty that the Director investigate further and use his discretion in the matter of finding housing for this family. Upon roll call, the Ayes and Nays were as follows:

Ayes: Commissioners Clapp, Hagerty, Owen, Sliker—4.

Nays: None.

The President thereupon declared the motion carried.

A booklet entitled "Making Facilities Accessible for the Physically Handicapped was sent to the Commission Members. This booklet was published by the State of Michigan Building Division and deals with Act. No. 1 of the Public Acts of 1966. Although this act refers primarily to Public buildings being constructed with funds of the State or its political subdivision, the Director and Commission members (after discussion) felt the requirements could be incorporated into the building of the elderly units of the Commission.

A motion was made by Commissioner Clapp, supported by Commissioner Sliker, that the following resolution be adopted.

RESOLUTION NO. 173

BE IT RESOLVED that elderly units to be constructed for the Lansing Housing Commission come under the provisions of Act 1 of Public Acts of 1966 and with the rules and regulations promulgated for the administration of that Act, with the exception that we do not feel it necessary for plans and specifications be approved by the Building Division of the State Administration Board.

Upon roll call, the Ayes and Nays were as follows:

Ayes: Commissioners Clapp, Owen, Hagerty, Sliker—4.

Nays: None.

The President thereupon declared the motion carried and the resolution adopted.

After discussion, it was moved by Commissioner Clapp, supported by Commissioner Hagerty, that Commissioner Sliker and one Staff member attend the Forest Products Research Conference on Industrialized Housing held in Toledo, Ohio.

Upon roll call the Ayes and Nays were as follows:

Ayes: Commissioner Clapp, Hagerty, Owen, Sliker—4.

Nays: None.

The President thereupon declared the motion carried.

Commissioner Sliker inquired if anyone had heard when the Market Analysis would be forthcoming as promised by Mrs. Zelda Bold in connection with the Planning Department.

Meeting adjourned.

Respectfully submitted,

MARCEL B. ELLIOTT,
Secretary.

Motion by Gaus, supported by Taylor that the minutes of the September 11, 1969 meeting be approved.

Motion passed unanimously.

The meeting was adjourned at 9:10 P.M.

Sincerely,

RAYMOND C. GUERNSEY,
Secretary,
Board of Zoning Appeals.

OFFICIAL PROCEEDINGS OF THE HOUSING COMMISSION OF THE CITY OF LANSING

Special Meeting, October 31, 1969

The Special Meeting of the Housing Commission was called to order by President Owen at 1:35 P.M.

ROLL CALL

Present: Commissioners Clapp, Hagerty, Owen, Sliker—4.

Absent: Commissioner Patterson—1.

Staff: Marcel B. Elliott, Ronald Stonehouse, Ruth Chastine.

Visitors: Robert Black, Executive Assistant, Oskar Hornbach, City Attorney, Curt Hanes, Cliff Lawrence, News Reporters.

President Owen opened the meeting by stating that the purpose of the Special Meeting was to consider the new Jolly-Cedar development and what the decision of the Court of Appeals would mean to the future progress of the Commission. It was his understanding that the decision would mean that the restrictions the Commission had been placed under by Judge Fox's ruling were now lifted and the Commission could proceed with construction of the 250 public housing units on Jolly Cedar or wherever the Commission wants to. He emphasized that the Commission no longer wants to construct 250 units at Jolly Cedar but that it was a good site and the Commission would like, if possible, to construct 50 units of scattered, single housing interspersed with other housing.

Mr. Hornbach stated that in the communication of October 30th, the Court of Appeals in Cincinnati reversed a Federal District Court decision that stopped the city from holding a referendum and ordered the lower court to dismiss the complaint and dissolve the injunction. The Circuit Court of Appeals agreed with all of the city's arguments put forth in the briefs and the opinion handed down was unanimous.

Mr. Hornbach believes that the issues will now have to go to a vote of the people and it is up to the City Council to determine if a Special Election would be held. The plaintiffs have a 14 day period in which to request a rehearing or appeal to the U. S. Supreme Court.

There was some discussion on what action the referendum vote will be based. Would it strictly be on the zoning? Since the Commission no longer wants to construct elderly housing at the site and would like to restrict the number of family to 50—what would this do to the voting, etc. Mr. Hornbach felt that the Commission would be premature at this point to make any decisions—many things could happen. The plaintiffs could ask for permission to appeal; this may or may not be granted. The plaintiff could ask for a stay of proceedings, which the Court may or may not grant. If granted, matters would be right back to the same as when under Judge Fox's decision.

Mr. Hornbach stated that the City must proceed with a referendum vote even if the Commission changes its plans. He felt that any change on the Commission made at this time as far as Jolly-Cedar was concerned would be taking away the right of the people to vote—make their vote meaningless.

Commissioners expressed a hope that the legal staff could free the 250 units so that the Commission could provide the housing for the lowest income families as they are charged to do. They could then pledge future reservations for the Jolly Cedar site if the decision is appealed.

Mr. Hornbach stated that this would depend on many things, one of which is whether or not a stay of proceedings is asked for and granted. More will be known in a short time and he felt the Commission should wait until more is known.

Commissioners wanted it known that they are reluctant to wait, but would take the City Attorney's advice. They felt the Council should be aware of the following:

1. Since the time that Jolly-Cedar has been tied up in court, there has been the construction of elderly units at South Washington, 40 elderly units at Waverly-Grand River and the proposed units at Ionia-Seymour.
2. That at the present time the Commission does not think there is as great a need for elderly units as there is for family units, therefore, if we were to construct a project, elderly units would not be included.
3. The number of units for low-income families would be reduced to 50 units of low income interspersed with other moderate income units.

The City Attorney felt that the Commission could still negotiate with Mr. Schafer, but Commissioners did not feel

Mr. Schafer would still continue until a decision is made.

The staff is instructed to get together with the City Attorney and write a letter to Mr. Schafer, sending copies to the Mayor and Council.

Commissioners spoke about the application for 300 addition program reservations which has been in Chicago since April. During a meeting with federal officials, Mr. Fischer stated that he would notify the Commission within ten days as to the status of that application. So far, nothing has been received.

Staff requested to write a letter to Mr. Fischer reminding him of his promise to reply.

Meeting adjourned.

MARCEL B. ELLIOTT,
Secretary.

OFFICIAL PROCEEDINGS OF THE FIRE BOARD OF THE CITY OF LANSING

Proceedings, December 4, 1969

The Lansing Fire Board met in regular session and was called to order by Chairman Ralph E. Kauffman, Jr.

ROLL CALL

Present: Commissioners Sheathelm, Demske, Smith, Kauffman, Canady, Rathbun and Salerno—7.

Absent: Commissioner Ridenour—1.

Commissioner Ridenour was excused from the meeting.

Civil Defense Director James Holcomb attended the meeting.

By Commissioner Salerno—

I move the minutes of the previous meetings be approved as printed.

Supported by Commissioner Canady.

Carried.

COMMUNICATIONS

Chief Space presented a letter from Superintendent of Schools Stephen Partington thanking the department for the many

services provided to the Lansing School District and the people it serves during the year.

Received and placed on file, with a copy posted in each division.

Chief Space submitted a letter of thanks from Chief James Brenkerhoff of the Clare Fire Department for the speaking program presented to the Central Michigan Fireman's Association at their meeting November 11, 1969 by Inspector Lecato.

Received and placed on file, with a copy to Inspector Henry Lecato.

Chief Space presented a letter of gratefulness from Principal John M. Breaugh of the Marvin E. Beekman Center for the instructions presented to the youngsters by members of the fire department.

Received and placed on file, with copies to personnel that participated.

Chief Space submitted a letter of thanks from Mayor Gerald W. Graves for the fine